

To: Paul Deschaine, Town Administrator  
 CC: Library Board of Trustees  
 Re: Updated 2012-2017 CIP Requests, Wiggin Memorial Library  
 12/22/2011

CIP Request: Wiggin Memorial Library

STRATHAM CAPITAL IMPROVEMENTS PROGRAM--PROJECT SUMMARY							
TOWN PROJECT TITLE/DEPARTMENT	Previous 2012	Updated 2012	2013	2014	2015	2016	2017
Cultural and Recreational Activities:							
Library Computer Replacement Program	6.5	6.5	6.5	6.5	6.5	6.5	6.5
				Replacement Year	New cycle start		

## History

### *Public & Staff Computer Replacement*

The Board of Selectmen and the Library Trustees discussed the pros and cons of the current computer leasing arrangement. Given the end-of-lease costs to either purchase the computers or ship them back, it was agreed that leasing incurred additional, unnecessary costs. Further discussion centered on how long the replacement cycle for library computers should be. The two boards compromised at a 4-year replacement cycle to maximize warranty coverage (and minimize maintenance costs), and to maximize usefulness of hardware and software to library patrons.

The library's current lease agreement for library computers will end in 2013. The Board of Selectmen and the Library Board of Trustees have agreed that the Trustees will "buy out" the currently leased computers at the end of the lease agreement and maintain them for one year until new computers are purchased with approved CIP funds in 2014.

The Board of Selectmen, using current cost estimates, suggested CIP requests of \$6,500 each year in order to have the full purchase price (including a 4-year maintenance contract and implementation costs) in 2014.

### *Library Server Replacement*

The current library network server was donated to the library in 2005. According to both Don Andolina and Paul Wolf, the server will be due for replacement within the next few years. The annual CIP request of \$6,500 also includes monies for eventual replacement of the Library's network server. The server handles the library network of 21 computers, library Internet access and public wi-fi access.

## **2012 Request**

### ***Public & Staff Computer Replacement***

The library is requesting that \$6,500 be requested through CIP in each year 2012 through 2017 for cyclical replacement of the library computers and the library server. As discussed in 2011, the library board of trustees will present a plan for replacement to the board of selectmen every four years (next in 2014) at which time the replacement computers will be purchased.

### ***Library Server Replacement***

The library server will be reviewed for replacement in 2013 based on the recommendation from Paul Wolf. Whenever the library server is replaced, it will be designed to be in use for 6-8 years (as opposed to a 4-year cycle for other library computers). As a result, we may be able to reassess the amount in CIP requests in years after the server replacement.